



Job Description

JOB TITLE: Special Education Teacher – PAES Lab
REPORTS TO: School Program Director
HOURS/STATUS: Full Time, School Year and Summer Session Exempt
SALARY RANGE: \$42,000 - \$54,000

JOB SUMMARY

Under the supervision of and in cooperation with the School Program Director, is responsible for the facilitation and implementation of activities within the PAES Lab and creating real life knowledge of vocational work experiences.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Develop lesson plans and activities based on standards addressed within students' academic, social, vocational and transitional plan.
- Expose students to many types of vocational instruction, enabling them to have hands-on, real-life work experiences and develop skills in desired fields that will allow them to be employable after leaving school.
- Evaluate and assess the academic and social skills of students.
- Facilitate the development of the IEP including the Exit Summary for students assigned to their classroom.
- Make recommendations for program needs.
- Report progress to parents and CSE's quarterly.
- Collect, analyze and report using data collection processes
- Supervise paraprofessionals and/or volunteers assigned to work in their classroom
- Attend and/or facilitate staff and in-service meetings as appropriate.
- Work as a team with all transitional and vocational staff.
- Facilitate strong communication among parents, service providers and program administration.
- Must demonstrate sensitivity to and respect for the diverse cultural backgrounds and practices of the students, staff and families of Holy Childhood.
- Provide instruction to students with Developmental and/or Intellectual Disabilities.
- Provide an efficient system for addressing the needs of students and implementing individualized interventions, including intensive interventions as needed. Able to utilize positive school-wide, classroom, and small-group behavioral supports.
- Perform other duties may be assigned.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Candidates for this position will have: the ability to demonstrate and provide examples of continuous personal development and improvement; A student focused attitude; communication skills (verbal and written); problem solving skills, strong organizational skills and the ability to effectively manage multiple tasks/projects.

EDUCATION and/or EXPERIENCE

Bachelor's degree with Initial Certification in Special Education required. Master's degree in special education with NYS 7-12 Professional Certification strongly preferred. Three (3) years of High School and Transitional Service experience is preferred. Must be competent and proficient with current technological methods and must have excellent communication, organizational and facilitation skills.

Must be computer literate; communicate respectfully, openly, honestly and directly.

EQUAL OPPORTUNITY EMPLOYER

The Rochester School of the Holy Childhood, Inc., does not discriminate on the basis of an individual's actual or perceived race, color, creed, religion, religious practice, national origin, ethnic background, sex (including pregnancy, childbirth, or related medical conditions), gender identity or expression, sexual orientation (the term "sexual orientation" means heterosexuality, homosexuality, bisexuality, or asexuality), political affiliation, age, marital status, military status, veteran status, disability, domestic violence victim status, arrest or conviction record, genetic information, health condition, or any other basis prohibited by New York state and/or federal non-discrimination laws in its programs and activities.

Please apply to: employment@holychildhood.org